



3 Simple Tips

That Are Just Your Style

Queen of Cardboard

Thrifty, practical, and adaptable, you make the most of what you have. You've mastered the art of being creative with the materials at hand, but even the Queen of Cardboard can use some help now and then keeping the classroom kingdom in order! Read on for some easy and economical organization tips.



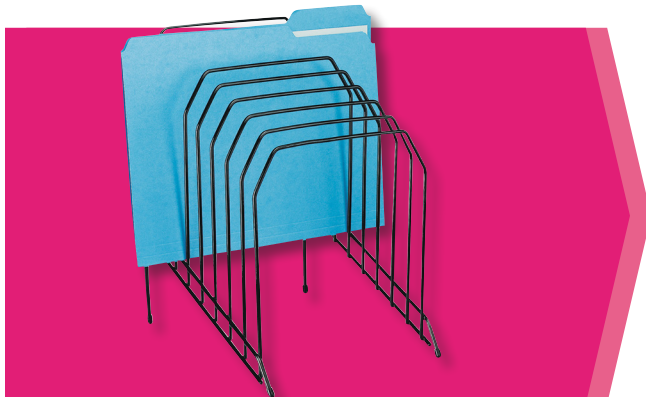
Reading Group Management

Simplify managing your reading groups with Pacon 70% Recycled Corrugated Magazine Holders in assorted colors (#239883). Designate a different-color magazine holder for each of your reading groups, and keep lesson plan notes, word cards, and any other supplies in the box. Easy!



Picture It

Have a bulletin board you're proud of? Before you take a display down, take and print a few photos. Store the photos in a small resealable plastic bag along with the trim in a bulletin board border box, like the Bankers Box 60% Recycled Trimmers Storage Box (#842713). The box allows you to store the trim flat, so it will still be in great condition next year.



Paperwork Solution

A space-saving inclined file rack makes quick work of getting papers together for students who've been absent. Label a file folder for each weekday plus one for absent students. Write an absent student's name on any papers he or she will need upon returning to school and store them in the absentee folder. Everything will be ready to go for when the student returns. A good option for a file rack is the Office Depot Brand Wire Incline File (#524272).